



DARE COUNTY AIRPORT AUTHORITY

Dare County Regional Airport

P.O. Box 429 ~ 410 Airport Road
Manteo, NC 27954
(252) 475-5570 ~ Fax (252) 473-1196



**DARE COUNTY AIRPORT AUTHORITY
MINUTES of the
September 29, 2021 MEETING**

Members Present: Charlie Davidson, Fred Newberry, Joe Blakaitis , William Pope, Wally Overman, George Henderson, Pete Burkheimer, Jr., David Crownover

Members Absent: Jack Shea, David Daniels

Also Attending: Robert Hobbs, Hornthal, Riley, Ellis & Maland; Stacy Ambrose, Airport Operations Supervisor; Margaret Stauffer, Finance Officer & Clerk to the Board; John Massey & Steve Bright, Talbert & Bright (via phone)

Public Attending: Sam Long & Brandon Lozan, Venable Group LLC

Chairman Davidson called the September 29, 2021 meeting of the Dare County Airport Authority to order at approximately 4:02 pm.

ITEM 1 - Public Comments:

No Comments submitted prior to the meeting.

ITEM 2 – The Venable Group LLC:

Sam Long from The Venable Group, LLC. started by thanking the Authority for help up to today. They have completely moved into the facility and started the operations. Brandy Lozaw is the Office Manager and will handle the day to day contact items and Sam will be flying charters. Andy is operating his Waco for air tours daily. The airport staff Stacy, David and Marge has been very accommodating and great help with getting moved in.

Many members had questions weather Charlie Snow plans to keep his office space or not. Mr. Long confirmed that Charlie has not decided yet. However, the fsdo preferred they retain the office until the base inspection in November. The office is considered our primary location of records. The plan is to create a secure location for the records in the hangar office space. They are looking at locking cabinets and locked rooms to meet the fsdo requirements.

Submitted a letter to request Andy's name removed from the lease. During the purchase arrangement with Andy everyone was in favor to have Andy's name and company be removed from any responsibilities of the lease as soon as possible.

Mrs. Stauffer replied: That document has only been signed by the Venable Group only at this time.

Attorney Hobbs asked if the Consent To Assignment of Lease has been signed by all parties? If not, Hobbs suggested not to approving the lease until this has been fully executed.

Sam Long with The Venable Group added that they have plans to make a few changes within the building. The group is preparing a proposal that will be brought to the board before taking any action.

MOTION: Pete Burkheimer motioned to approve the Release of Andy Rosman, Barrier Island Aviation, LTD. as the current tenant contingent upon receiving his signature on the original Consent to Assignment of Lease and then the Airport Attorney can prepare appropriate form necessary.

SECOND: Wally Overman

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

ITEM 3 - Engineer's Report:

John Massey updated by phone on the following: (see attached)

- *Apron Construction Rehabilitation –*
The preconstruction meeting for the Apron Rehabilitation project was scheduled for earlier today, but had to be postponed. The new meeting will be held in early October and the Hatchell Concrete has indicated they still intent to start construction around mid-October. Hatchell Concrete has been providing material submittals to Talbert & Bright for review and comment.

ITEM 4 - Attorney's Report:

None

ITEM 5 - Chair Report:

None

ITEM 6 - Director's Report

Chairman Davidson reported that David had his surgery earlier this morning and is in the recovery phase.

ITEM 7 – Consent Agenda

Review/Approve DCAA minutes for July 28, 2021 and August 25, 2021 as presented.

MOTION: Bill Pope motioned to approve the Consent Agenda minutes from the July 28th and August 25, 2021 as presented.

SECOND: Joe Blakaitis

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

ITEM 8 - Committee Reports:

Facility/Safety Committee: by Joe Blakaitis

The last meeting was to review the proposed 3-year contract with Airboss, Inc. and the other possible companies for control tower services. This created a lot of other questions and options that need to be looked into further. Getting a proposal from the other companies and really comparing them all together. A few of the board members did meet with this other company along with Airport Director David Daniels to give them a tour of the airport and more information on the services the airport is looking for. The meeting went very well and looks to be very promising.

ITEM 9 - Comments from the Authority Members:

Joe Blakaitis wanted to welcome The Venable Group, LLC. And hope your business succeeds.

Fred Newberry – thanked Stacy Amborse and Marge Stauffer for filling in for David in his absence.

ITEM 10 - Closed Session: 4:39PM

- MOTION:** Wally Overman motioned to go into closed session pursuant to North Carolina General Statutes Section 143-318.11(a)(5) to establish or to instruct staff or negotiating agents concerning the position to be taken in negotiating a contract of acquisition the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease of the real property located at 1099 and 1115 Driftwood Drive, Manteo, NC, owned by City Beverage, for the specific public purpose of removing an obstruction within the approach and runway protection zone for Runway 23 as established by FAA regulations.
- SECOND:** Bill Pope
- DISCUSSION:** None
- OPPOSED:** None
- OUTCOME:** Carried

5:18PM – Came out of closed meeting.

ITEM 11 - Closed Session: 5:19PM

- MOTION:** Pete Burkheimer motioned to go into closed session pursuant to North Carolina General Statutes Section 143-318.11(a)(5) to establish or to instruct staff or negotiating agents concerning the position to be taken in negotiating a contract of acquisition the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease of the real property located at 1133 Driftwood Drive, Manteo, NC, owned by Colin Roughton, for the specific public purpose of removing an obstruction within the approach and runway protection zone for Runway 23 as established by FAA regulations.

SECOND: Wally Overman
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

5:25M – Came out of closed meeting

Actions taken after coming out of closed session:

(1)

MOTION: Pete Burkheimer motioned to adopt the draft resolution establishing Just Compensation the property owners at 1133 Driftwood Drive.

SECOND: Wally Overman

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

(2)

MOTION: Bill Pope motioned to authorize the Airports Engineer, Attorney and Chairman to make a written offer to purchase to the property owner and to bring any approved offers to the board for approval.

SECOND: Joe Burkheimer

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

ITEM 12 - Adjourn

MOTION: Bill Pope motioned to adjourn.

SECOND: Joe Burkheimer

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

The meeting was adjourned at 5:30 PM ET

Margaret Stauffer, Clerk to the Board
Dare County Airport Authority

**DARE COUNTY AIRPORT AUTHORITY
410 AIRPORT ROAD, MANTEO, NC
Wednesday, September 29, 2021
AGENDA**

4:00 PM CONVENE AUTHORITY FOR MONTHLY MEETING

ITEM 1 PUBLIC COMMENTS

ITEM 2 THE VENABLE GROUP LLC

ITEM 3 ENGINEER'S REPORT

ITEM 4 ATTORNEY'S REPORT

ITEM 5 CHAIR'S REPORT

ITEM 6 DIRECTOR'S REPORT

ITEM 7 CONSENT AGENDA

- a. **July 28, 2021**
- b. **August 25, 2021**

ITEM 8 COMMITTEE REPORT

ITEM 9 COMMENTS FROM THE AUTHORITY MEMBERS

ITEM 10 CLOSED SESSION

Motion to go into closed session pursuant to North Carolina General Statutes Section 143-318.11(a)(5) to establish or to instruct staff or negotiating agents concerning the position to be taken in negotiating a contract of acquisition the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease of the real property located at 1099 and 1115 Driftwood Drive, Manteo, NC, owned by City Beverage, for the specific public purpose of removing an obstruction within the approach and runway protection zone for Runway 23 as established by FAA regulations.

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ITEM 12 ADJOURN

GUEST SIGN-IN SHEET

D.C.A.A. MEETING
September 29, 2021

NAME & ADDRESS

REPRESENTING

Sam Long

Venable Group

Brandon Stacy

+



The Venable Group, LLC
407 Airport Road
Manteo, NC 27954

Saturday, September 4, 2021

Dare County Regional Airport Authority

Dear Airport Authority:

First, The Venable Group is excited to be part of the Dare County Regional aviation community, and we look forward to continuing the legacy of Charlie and Andy by providing excellent air tour, maintenance, FBO, and air charter services at KMQI. For branding purposes, you will see us using the Outer Banks Aviation logo so that we unify our air tour, FBO, and air charter services.

I am writing this letter today, though, to ask for the release of Mr. Andy Rosman from The Venable Group Lease for the hangar at 407 Airport Road. Currently, Mr. Rosman is bound for 8 months to the lease, and we would like for him to be removed from the lease forthwith. This would help us logistically with our operation and would help Mr. Rosman move forward with his plans without the encumbrance of being tied to the lease.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jason D. Stacy'. The signature is stylized and somewhat cursive.

Jason D. Stacy

President/CEO
The Venable Group, LLC

Talbert & Bright Engineers Update

September 29, 2021

Apron Pavement Rehabilitation

The preconstruction meeting for the Apron Rehabilitation project was scheduled for earlier today, but had to be postponed. The new meeting will be held in early October and the Hatchell Concrete has indicated they still intent to start construction around mid-October. Hatchell Concrete has been providing material submittals to Talbert & Bright for review and comment.